



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
EAST LANSING



COL. TADARIAL J. STURDIVANT
DIRECTOR

February 23, 2006

Dear Criminal Justice Official:

Criminal history records are important to all of us. It is vital that we maintain a complete, timely, and accurate picture of an individual's arrests, charges, court dispositions, and confinement terms. I am pleased to announce specific initiatives underway that will improve this system.

Criminal History Automation

As stated in earlier correspondence, the Criminal Justice Information Systems (CJIS) Policy Council has placed a moratorium on paper submissions of fingerprint cards and associated prosecutor charge and court disposition information as of September 2006. Significant progress has been made; the majority of submissions are electronic and we are striving to be at 100% by September.

- **Status sheet** - The enclosed status sheet (Attachment A) shows your county's progress. Sheriff's Offices, police departments, and Michigan State Police (MSP) posts within a county are encouraged to work together to devise a plan for electronic submissions. Livescan devices should be strategically located around the county so all can benefit. If you are not 100% paperless please use Attachment B to forward your plan to my office by March 15, 2006. This will be used to gauge your progress and to provide assistance where needed.
- **Juvenile printing** - This continues to be a difficult issue to resolve. Many counties have placed a livescan at the court for this purpose. Others have used their applicant livescan for this dual purpose. MSP staff is available to discuss these options with you.
- **Misdemeanor and local ordinance printing** - Local ordinances that substantially correspond to a state statute are reportable, as are misdemeanors. I encourage you to examine your processes and ensure these are being reported to the Criminal Justice Information Center (CJIC). Reporting of these lower crimes is important since many of these misdemeanors, such as reckless driving, assault and battery, entering without breaking, aggravated domestic assault, etc., prohibit individuals from obtaining a carrying concealed pistol license. Many jurisdictions have had questions on the reporting of local ordinance violations. To assist, enclosed is a list (Attachment C) of state statutes which frequently have corresponding local ordinances. It is recommended you work with your local prosecutor to develop such a table unique to your jurisdiction and then distribute it to booking agents. This table is also available on the Internet at www.michigan.gov/msp/0,1607,7-123-1593_24055-16244--,00.html, then click on the tab "Ordinance/PACC Code Conversion."
- **Grants** - Most of you have received grants from the Office of Drug Control Policy (ODCP). It is the intent of ODCP that this grant funding provide statewide coverage for livescan, sharing resources as much as possible. There may be additional grant funding of \$7,500 per livescan in the near future. If you are experiencing difficulties getting 100% coverage in your county, it is important that you complete and return Attachment B so that this additional funding can be targeted.
- **Vendor selection** - If you are in the process of purchasing a livescan device, MSP staff is available to assist you in choosing a vendor. We have a demonstration room set up with each of the three vendors' products you may examine. In addition, we have available a list of "livescan considerations" for use in deciding on the best product and configuration for your area. This list

and all the necessary documents needed to connect your livescan to the state are available on the web at the same link provided above. You may also contact Keith Kramer at (517) 636-0124 for assistance.

- **Applicant printing** - The September 2006 moratorium applies to applicant prints as well. Currently, 50% are coming to us electronically, mostly through our livescan vendor, Identix Identification Services. If you have not already done so, you may contact John McGraw at (217) 547-2143, for more information on how Identix can help you take CCW and other applicant prints. Or you may utilize your own livescan for this purpose. There are a few applicant background checks that cannot be done through an electronic means at this time. These are posted at the same web link provided above. Click on the "Fingerprint Reason Code/Fees for Applicants" tab. These are required to be mailed because supporting documentation must be included with the fingerprints.
- **Courts and prosecutors** - Many courts and prosecutor offices are already submitting electronically. See Attachment A. If you have questions on the flow of information within your county contact:
 - Prosecutor: Paula Campbell – (517) 322-5940
 - Court: Diane Sandborn – (517) 636-0121
- **CJIC assistance** - A special team has been established to assist you in meeting the moratorium deadline. They are available to come to your site to provide advice and assistance, facilitate county-wide meetings or anything else you need to accomplish this objective. Please contact Tim Bolles at (517) 322-5529 for additional assistance.

New Criminal History Record System

CJIC took delivery of the new system on November 16, 2005. This replaces our 30 year old mainframe system and provides additional functionality to our criminal justice users. Thank you for your patience as we converted 1.7 million records and reconnected more than 100 interfaces to various court and prosecutor systems, FBI, and the Department of Corrections.

New Dissemination Law

Act 310, of the Public Acts of 2005 took effect on February 1, 2006: "all criminal history information that is associated with a state identification number and is supported by fingerprint impressions or images shall be disseminated in response to a fingerprint-based or name-based search of the criminal history record database." The public Internet Criminal History Access Tool (ICHAT) now provides all criminal history information on our system (except nonpublic or that prohibited by law from dissemination).

Purging of Records

Effective February 2006, CJIC will purge incomplete records from the Criminal History Records (CHR) system. Those records that have been on the system for nine months with only the arrest segment will be listed on a report. The report will be sent to the arresting agency and the corresponding prosecutor's office. Agencies will have three months to update the record or it will be purged from the CHR. Michigan law does not allow the retention of an arrest on the system without corresponding charge or conviction data.

SNAP Mug Shots

The statewide mug shot system now has 515,000 records comprised from over 895,000 photos. The city of Detroit, Department of Corrections, and 33 counties are submitting photos to this system. Attachment D reflects counties that are submitting photos as part of the livescan transaction. Please consider attaching an electronic mug shot with your livescan submission. Access to the SNAP System is cost effective and the facial recognition capability is an important investigative tool. For more information, contact Peter Langenfeld at (517) 636-0122.

There have been many changes taking place with the criminal record system. We appreciate your patience and willingness to move forward with these important initiatives. Automation of our processes will provide you with the timely information you need. We are committed to working with you to facilitate these important changes. If you would like further information on any of these initiatives, please contact CJIC at (517) 322-5531 for assistance.

Sincerely,

A handwritten signature in black ink, reading "Diane L. Sherman". The signature is fluid and cursive, with the first name "Diane" and last name "Sherman" clearly distinguishable.

DIANE L. SHERMAN, DIRECTOR
Criminal Justice Information Center

Attachments:

- A – Status Sheet showing each county's progress
- B – Plan for Meeting Livescan Fingerprint Submission by September 2006
- C – List of statutes having corresponding local ordinances
- D – Counties submitting photos with livescan transaction

MSP-CJIC

CHAP Report - Key

Column Name	Purpose
County	County name – sorted by volume of arrests. Shaded area indicates county is fully automated.
Total Arrests	Total number of arrests received by MSP for the time frame indicated.
% Livescan YTD	The percentage of arrests that were received via livescan for the calendar year, to date. This percentage includes felonies, misdemeanors, and ordinances for both adults and juveniles, if they were sent to MSP
% Livescan for 2005	The percentage of arrests that were received via livescan for the 2005 calendar year. This percentage includes felonies, misdemeanors, and ordinances for both adults and juveniles, if they were sent to MSP.
Prosecuting Attorney	If this column has a YES in it then the Prosecutor's Office is sending in all charge information electronically. If the column is blank (dark highlight) then the Prosecutor's Office is still sending in hard cards.
Circuit Court	If this column has a YES in it, the Circuit Court is sending all disposition information electronically. If the column is blank (dark highlight) then the Court is still submitting paper dispositions.
District Court	If this column has a YES in it then the District Court is sending all disposition information electronically. If the column is blank (dark highlight) then the Court is still submitting paper dispositions. If the column has numbers (for example: 12 of 27), that means that 12 of the 27 District Courts in the county are submitting electronically.
Probate Court	If this column has a YES in it then the Probate Court (or Family Division of Circuit Court) is sending in all disposition information electronically. If the column is blank (dark highlight) then the Court is still sending in paper dispositions.
% of Total State Arrests	This column represents each county's percentage of total statewide arrests received by MSP-CJIC.
Overall %	This column represents a running total of overall arrest percentage. Example: Wayne County is 16.2%, Wayne and Kent County is 26.7%, Wayne, Kent and Oakland County is 35.4%; and so on.
Comments	"Livescan % below 90%" is indicated for all counties that are fully automated, however are submitting less than 90% of the arrests electronically

CHAP Status Sheet By County

County	Total Arrests (1/1 to 1/1/06)	% Livescan YTD	% Livescan for 2005	Prosecuting Attorney	Circuit Court	District Court	Probate Court	% of Total State Arrests	Overall %	Comments
Wayne	5,934	80%	81%		YES	12 of 27	YES	24.6%	24.6%	
Kent	2,528	94%	98%		YES	5 of 7	YES	10.5%	35.1%	
Oakland	1,927	97%	87%	YES	YES	13 of 15	YES	8.0%	43.1%	
Macomb	1,817	96%	85%	YES	YES	10 of 12	YES	7.5%	50.6%	
Ottawa	746	96%	84%	YES	YES	YES	YES	3.1%	53.7%	
Ingham	728	95%	84%		YES	2 of 3	YES	3.0%	56.7%	
Kalamazoo	688	32%	59%	YES	YES	YES	YES	2.8%	59.5%	Livescan % below 90%
Genesee	675	95%	89%		YES	1 of 8	YES	2.8%	62.3%	
Berrien	631	57%	55%		YES	YES	YES	2.6%	64.9%	
Muskegon	556	99%	88%	YES	YES	YES	YES	2.3%	67.2%	
Saginaw	489	99%	83%	YES	YES	YES	YES	2.0%	69.2%	
Jackson	471	85%	82%	YES	YES	YES	YES	1.9%	71.1%	Livescan % below 90%
Allegan	414	57%	91%	YES	YES	YES		1.7%	72.8%	
Monroe	348	99%	89%	YES	YES	YES	YES	1.4%	74.2%	
Washtenaw	311	97%	60%	YES				1.3%	75.5%	
Antrim	288	80%	20%		YES		YES	1.2%	76.7%	
Eaton	260	81%	90%	YES	YES		YES	1.1%	77.8%	
Van Buren	257	91%	83%		YES	YES	YES	1.1%	78.9%	
Isabella	227	97%	76%	YES	YES	YES	YES	0.9%	79.8%	
Grand Traverse	211	97%	70%	YES	YES			0.9%	80.7%	
Calhoun	191	96%	57%		YES	YES	YES	0.8%	81.5%	
Midland	189	99%	94%	YES	YES		YES	0.8%	82.3%	
Shiawassee	184	100%	94%	YES	YES	YES	YES	0.8%	83.1%	
Livingston	177	73%	49%	YES	YES	YES	YES	0.7%	83.8%	Livescan % below 90%
Montcalm	163	99%	95%	YES	YES		YES	0.7%	84.5%	
St. Joseph	147	76%	87%	YES	YES	YES		0.6%	85.1%	
Hillsdale	137	99%	94%	YES	YES	YES	YES	0.6%	85.7%	
Bay	136	98%	57%	YES	YES	YES	YES	0.6%	86.3%	
Iosco	133	77%	91%	YES	YES		YES	0.6%	86.9%	
Ionia	125	98%	92%	YES	YES	YES	YES	0.5%	87.4%	
Alger	120	0%	1%		YES		YES	0.5%	87.9%	
Lapeer	118	92%	65%	YES	YES	YES	YES	0.5%	88.4%	
Branch	115	97%	97%	YES	YES	YES	YES	0.5%	88.9%	
Wexford	110	99%	84%	YES	YES		YES	0.5%	89.4%	
Lenawee	108	71%	38%	YES	YES	YES	YES	0.4%	89.8%	Livescan % below 90%

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Arenac	108	30%	36%		YES		YES	0.4%	90.2%	
Clinton	103	100%	90%	YES	YES	YES	YES	0.4%	90.6%	
Barry	103	87%	83%		YES	YES	YES	0.4%	91.0%	
Roscommon	98	100%	98%	YES	YES		YES	0.4%	91.4%	
Emmet	92	78%	78%	YES	YES		YES	0.4%	91.8%	
Delta	89	97%	29%					0.4%	92.2%	
Cass	87	99%	70%	YES	YES		YES	0.4%	92.6%	
Clare	87	49%	85%	YES	YES		YES	0.4%	93.0%	
Alcona	85	45%	36%		YES		YES	0.4%	93.4%	
Dickenson	83	100%	94%	YES	YES		YES	0.3%	93.7%	
Alpena	82	74%	76%	YES	YES	YES	YES	0.3%	94.0%	Livescan % below 90%
Sanilac	81	100%	91%	YES	YES	YES	YES	0.3%	94.3%	
Oceana	78	95%	77%	YES	YES		YES	0.3%	94.6%	
Gratiot	78	100%	78%	YES	YES	YES	YES	0.3%	94.9%	
Chippewa	76	97%	79%		YES		YES	0.3%	95.2%	
Newaygo	75	93%	53%		YES		YES	0.3%	95.5%	
Cheboygan	75	99%	87%	YES	YES	YES	YES	0.3%	95.8%	
Gladwin	71	99%	78%	YES	YES		YES	0.3%	96.1%	
Tuscola	69	97%	85%	YES	YES		YES	0.3%	96.4%	
Otsego	65	91%	60%		YES	YES	YES	0.3%	96.7%	
Marquette	64	78%	64%	YES	YES		YES	0.3%	97.0%	
Manistee	63	100%	91%	YES	YES		YES	0.3%	97.3%	
Huron	62	95%	53%	YES	YES		YES	0.3%	97.6%	
Kalkaska	62	90%	79%		YES	YES	YES	0.3%	97.9%	
Mason	54	98%	90%	YES	YES		YES	0.2%	98.1%	
Osceola	51	69%	70%	YES	YES	YES	YES	0.2%	98.3%	Livescan % below 90%
Menominee	50	96%	83%		YES		YES	0.2%	98.5%	
Mecosta	46	98%	56%	YES	YES	YES		0.2%	98.7%	
Houghton	42	100%	44%		YES			0.2%	98.9%	
Charlevoix	37	95%	49%				YES	0.2%	99.1%	
Montmorency	28	89%	45%		YES		YES	0.1%	99.2%	
Crawford	27	93%	90%	YES	YES	YES	YES	0.1%	99.3%	
Missaukee	27	100%	49%		YES			0.1%	99.4%	
Benzie	25	96%	95%	YES	YES			0.1%	99.5%	
Leelanau	25	100%	86%	YES	YES		YES	0.1%	99.6%	

CHAP Status Sheet By County

County	Total Arrests (1/1 to 1/1/06)	% Livescan YTD	% Livescan for 2005	Prosecuting Attorney	Circuit Court	District Court	Probate Court	% of Total State Arrests	Overall %	Comments
Ogemaw	23	26%	9%		YES		YES	0.1%	99.7%	
Gogebic	23	39%	0%					0.1%	99.8%	
Lake	22	86%	95%	YES				0.1%	99.9%	
St. Clair	21	43%	4%		YES		YES	<0.1%>		
Mackinac	17	100%	53%		YES	YES	YES	<0.1%>		
Ontonagon	15	47%	6%					<0.1%>		
Presque Isle	9	100%	0%		YES	YES	YES	<0.1%>		
Keweenaw	7	0%	8%					<0.1%>		
Baraga	4	50%	4%					<0.1%>		
Schoolcraft	2	100%	2%		YES	YES	YES	<0.1%>		
Oscoda	2	50%	2%		YES		YES	<0.1%>		
Iron	1	0%	1%		YES		YES	<0.1%>		
Luce	0	N/A	16%		YES	YES		<0.1%>		
Totals	24,155	86%	80%						100%	

**Plan for Meeting Livescan Fingerprint Submission to
Michigan Department of State Police—Criminal Justice Information Center
by September 2006**

If your agency is not 100% electronic, complete this form. It will be used to assist you in meeting that goal by September 2006.

Name of Law Enforcement Agency _____

County _____

Agency Contact _____

Telephone / E-mail _____

Plan for submitting criminal prints electronically to the criminal history record repository (Department of State Police, Criminal Justice Information Center) by September 2006:

If you are experiencing difficulties and would like assistance developing a plan, please provide a contact name, with phone and email, for your agency.

If you have submitted a plan but believe you will need an extension, please indicate so and state the reason.

If additional grant funding can be identified, is your agency interested? _____

Submit information via mail or fax to CJIC **by March 15, 2006.**

MSP – CJIC
Identification & Criminal History Section
7150 Harris Drive, 1-A
Lansing, Michigan 48913
(517) 636-0124
FAX: 517 322-0635

Ordinance Violation PACC Codes

<u>Charge</u>	<u>PACC Code</u>	<u>Modified UCR</u>
Assault & Battery	750.81	1313
Assault & Battery (Police) (assault,resisting,obstructing police)	750.81D1	1312
Assault or Obstructing Public Officer	750.4792	1309
Allow unlicense minor to operate	257.325	5406
Commerical Motor Vehicle PBT Refusal	257.625A5	5499
Contributing to minor	750.145	3805
Domestic Violence	750.812	1303
Disturbing the Peace Noise, Music Complaint-(CSR)	750.170	5312
Disorderly Person Intoxicated/Drunk	750.1671E	5311
Disorderly Person- Obscene Conduct (urinate in public)	750.1671F	5311
Disorderly Fighting	750.1671L	5311
Dog at Large	287.262-B	5599
DWLS	257.904-A	5405
DWLS 2nd	257.9041C	5499
Drove Suspended/Revoked/Denied	257.9041B	5499
Embezzlement less than \$200	750.1742	2799
Fail to display valid license	257.311	5406
Fail to Transfer Title	257.234	2699
Fail to Stop & Identify after PI accident	257.617A	5401
False Pretense u/200	750.2182	2699
False Statement to Officer	750.411A1A	2607
Indecent Exposure	750.335A	3605

Ordinance Violation PACC Codes

<u>Charge</u>	<u>PACC Code</u>	<u>Modified UCR</u>
Improper Lic Plate/Registration/Title (unlawful use)	257.256	5499
Invalid Insurance	500.3101A	2607
Larceny u/100 (u/200) Simple Larceny	750.3565 " "	2399
Lic- Viol of Restricted Lic	257.312	5406
Loiter/Drugs- (CSR-drugs)	750.1671I	5314
Minor In Possession (purchase, consume, and possess under 21)	436 437.17031A 436.33B1A	4104 4199
No Insurance (operate with out security)	500.3102	2699
No Operators licence (or licence not valid)	257.301	5406
Operate while intoxicated under 21 (bac 02-07)	257.6256-A	5404
Operate while intoxicated (OUIL)	257.6251-A	5404
Operate while intox 2nd (OUIL)	257.6256B	5404
Operate while impaired by liquor	257.6253-A	5404
Open intox in vehicle	257.624A	4103
Possession of Marijuana	333.74032D	3562
Poss Dang Weapon	750.226	5203
Poss Stolen Plates	257.256	5499
Railroad Trespassing	462.273	5707
Reckless Driving	257.626	5404
Registration/Plate Violation (only with commercial vehicle)	257.2551	5406
Retail Fraud 2nd	750.356D	2303

Ordinance Violation PACC Codes

<u>Charge</u>	<u>PACC Code</u>	<u>Modified UCR</u>
Retail Fraud 3rd	750.356D4	2303
Rec & Conc Stolen Property (less than \$200)	750.5355	2803
Trains Obstructing Traffic	462.391	7399
Trespassing	750.552	5707
Use of Marijuana	333.74042D	3564

Unknown PACC CODES

Fail to obey lawful comand of police officer

Interfer w police officer

Tampering with property

CIVIL INFRACTIONS-NON REPORTABLE TO MSP

Careless driving

Expired Licence Plates

Possession of paraphernalia

Preliminary Breath Test (PBT) Refusal

Statewide Network of Agency Photos

